FI$Cal

One state. One system.

Department Impacts Workshop

For Current FI$Cal Departments

2017 STO/SCO Release

Agenda

- Accounts Payable Module Impacts
- Accounts Receivable Module Impacts
- Cash Management Module Impacts
- General Ledger Module Impacts
- Other Modules Impacts
- Impacted User Roles

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Upcoming Activities

Activity	Start	End	Status
Business Process Workshops	10/11/16	10/12/16	Complete
FI$Cal Role Mapping	02/20/17	03/03/17	Complete
Department Impact Workshops	04/11/17	04/12/17	In Progress
Business Process Impacts Support Sessions	04/17/17	05/19/17	Not Started
End User Training	05/22/17		Not Started

- Dates subject to change

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Upcoming Activities (2017)

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Role Mapping for Production	04/17/17	05/05/17	Not Started
End User Training - ILT	05/02/17	06/30/17	Not Started

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Accounts Payable Module

Impacts

Claims Processing	• Departments will no longer submit paper claims to the SCO • Departments enter vouchers directly into FI$Cal
Expedite and Special Handling	• Departments will have the ability to expedite payments and request special handling directly in FI$Cal
Pay Cycle	• Cash Validation will occur during pay cycle in FI$Cal • In the case of a bond cash transfer, FI$Cal uses Fund Transfer Rules to automatically transfer cash during Pay Cycle • Exception processing may occur for payments with non-sufficient funds

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Accounts Payable Module

Impacts

Direct Transfers

- FI$Cal billing departments will use the direct transfer process to bill and collect from department customers, whether or not the billed department is in FI$Cal
- For non-FI$Cal billing departments, those direct transfers will be interfaced directly into the GL

Journal Vouchers

- Journal vouchers will workflow to SCO when affecting fund and/or appropriation

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Accounts Receivable Module

Impacts

Deposit Slips

- Deposit slips are no longer entered into EDF
- Departments will record deposit slip information, generate the deposit slip number, and print the deposit slip in FI$Cal
- Printing out of FI$Cal will still require a MICR functional printer

Deposits

- Cash Validation will occur during deposits in FI$Cal related to credits
- Exception processing may occur for deposits with non-sufficient funds

Direct Remittances

- Direct Remittances are no longer entered into eFITS
- Departments enter direct remittances in FI$Cal as payments/direct journals
- Some payments/direct journals will require SCO's approval (i.e., GL Business Unit different from Deposit Unit, zero dollar entries, negative entries, entries that credit Cash (Asset) account, credit Expense account, or debit Revenue account on User line)

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Accounts Receivable Module

Impacts

Direct Remittances to State Treasury	• Departments will continue to submit the remittance advice to STO • STO will enter direct remittances into FI$Cal • Departments will apply the payments/direct journals to these deposits in FI$Cal
Compliance	• **Compliant** departments take their deposits to the banks in a timely manner, so they have the ability to record and remit that money in the GL and record the deposit the same day • **Non-compliant** departments who do not take deposits to the bank in a timely manner, will not have the ability to record and remit money in the GL until STO's bank reconciliation
Cash Clearing	• FI$Cal automatically generates cash clearing entries • Departments no longer need to notify the GL Processor to generate GL journal entries

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Accounts Receivable Module

Impacts

Delinquent Items	• The write-off process will include SCO approval

Employee AR and Collection	• SCO will create an AR and apply any collections to the AR on behalf of the departments
	    • Departments must create the customer in AR before sending the collection request to SCO
	    • Departments no longer create Employee ARs

Direct Transfers	• FI$Cal billing departments will use the direct transfer process to bill and collect from department customers, whether or not the billed department is in FI$Cal • For non-FI$Cal billing departments, those direct transfers will be interfaced directly into the GL

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Cash Management Module

Impacts

Accounts Outside of CTS	• Departments will identify accounts outside of CTS or lack thereof • Departments will record balance data in FI$Cal • Department accounts outside of CTS information must be approved by the department head or designee • FI$Cal generates Report 14
CTS Account Transfers	• Departments will initiate CTS transfers within their BU and SCO will then approve the CTS bank transfer • Departments can request SCO initiate cross BU CTS bank transfers

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General Ledger Module

Impacts

Book of Record	• FI$Cal is the State's Book of Record • Eliminates duplicate entry between departmental system and SCO system
Journal Workflow	• SCO will be included in approvals for GL Journals if journal has a non-zero impact to an item of appropriation or any state fund's cash
Journal Edit	• Cash Validation will occur during journal edit in FI$Cal related to credits • Exception processing may occur for journal entries with non-sufficient funds
Plan of Financial Adjustment (PFA)	• Departments do not have to submit PFA transaction requests • Departments will continue to send their PFA Memo to SCO for approval

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General Ledger Module

Ledger Architecture

Impacts

- The accrual adjustment ledger which currently receives asset management entries will be replaced with the department adjustment ledger
- New extraction processes will be utilized to create entries for the budgetary legal ledger
- A department owned full accrual ledger will be used for full accrual accounting
- A new spreadsheet journal template will be released to departments for use with department adjustment ledger

Agency Reconciliation Report

- Eliminates reconciliation to the legacy Book of Record

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General Ledger Module

Impacts

Allocations	• For Wave 1 departments, all allocations must be updated to ensure compliance with appropriation control ledger • SCO will review and configure related allocations
Cash Accounting Extension	• General Ledger, Project Costing and Labor Distribution will now utilize the automated cash accounting extension to re-class intra-unit entries (i.e. pending cash) to Cash in State Treasury

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Bond Accounting

Impacts

Bond Accounting	• Bond Accounting is not a FI$Cal module • Bond Accounting transactions are performed using existing FI$Cal modules (e.g. AP, AR, LD, PC, GL, etc.)
Bond Processing	• The SCO and debt issuing departments will use the Deal Management (DM) module to process and maintain bonds and other debt, but not the associated accounting • Information from STO will be interfaced into DM
Bond Funds	• For enhanced reporting, every debt issuance should require a new fund (bond fund + bond sub-fund combination) with associated ChartField attributes
Bond Cash Transfer	• Cash Transfer Letters for will no longer be required • Depts may establish Fund Transfer Rules to automatically transfer cash • Fund Transfer Rules must be approved by the SCO prior to use

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Loan Accounting Module

Loan Processing

Impacts

- SCO and loan issuing departments will use FI$Cal to process and maintain loans

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Purchasing (PO) Module

Spending Authority

Impacts

- Departments must create and process their purchase orders and establish the encumbrance against their spending authority by year end
- Any remaining unencumbered spending authority will be "swept" based on the encumbrance date
- Departments may be granted a grace period as SCO defines the long-term process after go live

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Project Costing Module

Impacts

Federal Trust Fund (FTF) Receipts	• SCO will establish all federal projects in the system • Departments can create child projects against the parent federal projects • Departments will charge against the projects in FI$Cal to match the FTF budget • Departments will still submit a slightly modified AUD10a • Project ID is required to track and capture CFDA
Funds Distribution	• Departments can use PC Funds Distribution to allocate costs amongst their funds • All funds distribution rules must be approved by SCO before use • Departments will submit a spreadsheet template to SCO • Departments will no longer have access to maintain their own funds distribution rules

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Project Costing Module

Funds Distribution Conversion

Impacts

- SCO will review funds distribution conversion
- Departments should gather their authority that allows them to make the distribution to facilitate SCO review

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Asset Management Module

Impacts

Asset Transactions	• Departments use FI$Cal to depreciate and amortize assets • SCO will now have the ability to see all asset transaction details for enhanced financial reporting
Converted Asset Reconciliation	• Departments will be required to reconcile their converted assets to their financial statements
Capital Asset Reconciliation	• Departments will be required to reconcile all capital assets in FI$Cal with the correct information that was reported to SCO • Departments will have to add or retire assets based on their reports to SCO

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Labor Distribution Module

Gross Payroll Journal

Impacts

- Gross payroll journal will be automatically created, posted, and reversed by FI$Cal on behalf of departments

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Commitment Control Module

Impacts

Control Budgets	• All control budgets will be strictly enforced • Requests for "budgeted" revenue association will require approval by DOF and the SCO
Revenue Budgets	• In addition to reimbursements, cross-post revenue entries will now be recorded against the statewide revenue budget

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Chart of Accounts

Chart of Accounts (COA)

Impacts

- COA crosswalks will continue to be in place for transactions that occur in a legacy system (payroll)
- The crosswalk will need to be updated with a default FI$Cal value for these items to post against

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Impacted User Roles

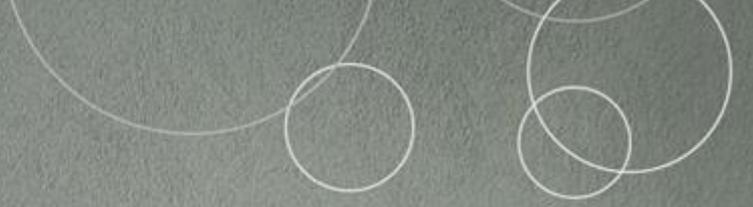| FI$Cal Role	Description
AR Confidential Reporter	The department end user who runs reports with confidential information.
AR Configuration Maintainer	The department end user who configures the FTB Offset page and collection codes.
Deposit Slip Processor	The department end user in the department's cashiering unit who processes deposit slips.
Bank Account Processor*	The department end user who records bank account details in the Accounts Outside CTS page.
Confidential Bank Account Approver	The department end user who reviews and approves bank account details recorded in the Accounts Outside CTS page.

*Split from CM Processor

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Impacted User Roles

FI$Cal Role	Description
GL Processor	The department end user who: - creates journals in the Modified Accrual ledger, runs online Edit Check, runs online Budget Check, and submits to the journal approval process - reviews and updates the journal entries within the Cash Management module and submits them to SCO for review and approval - has access to General Ledger and Commitment Control online inquiry screens and read only access to Create Journal Entry pages - allows users access to view Statewide Controlling budget information - views department-level budgets using online inquiry screens - runs reports and distribute to the Department GL Report Viewer as required - receive nightly batch distributed reports and have access to Report Manager

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Impacted User Roles

FI$Cal Role	Description
GL Reporter	The department end user who has access to run the Fund Activity and Agency Reconciliation Interface processes.
DM Processor	The department end user who: - processes debt issuance not administered by the STO - runs inquiries on bonds.
Loan Processor	The department or control end user who: - enters and maintains loan transactions while being responsible for any loan interface processing - prepares, maintains, and repays loans - runs inquiries and reports on loans and loan transactions.
Loan Approver	The department or control end user who approves loans and loan transactions.

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Impacted User Roles

FI$Cal Role	Description
Order to Cash Viewer	The department end user who: - runs inquiries and reports on customer data for a SetID. This end user will not have access to confidential data - runs inquiries on billing data for a business unit - runs inquiries on receivable and customer payment data for a business unit - runs reports for Bank Statements, Reconciliation, and Cash Management processing - views the FTB Offset page and collection codes.

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Impacted User Roles

FI$Cal Role	Description
BU, DM, GL, and LA Viewer	The department or control end user who: - views department-level budgets using online inquiry screens - runs inquiries on bonds - has access to General Ledger and Commitment Control online inquiry screens and read-only access to Create Journal Entry pages - receives nightly batch distributed reports and has access to Report Manager - allows users access to view Statewide Controlling budget information - runs inquiries on loans and loan transactions.

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Next Steps

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Question and Answer

FI$Cal Information:

http://www.fiscal.ca.gov/

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